

**UNITED STATES BANKRUPTCY COURT
DISTRICT OF CONNECTICUT
BRIDGEPORT DIVISION**

SHORT CALENDAR PROCEDURE

Contested matters include all chapter 7 and 11 matters that are not governed by Rule 7001 F.R. Bankr. P., including matters filed in adversary proceedings and other contested matters, with the exception of *ex parte* matters permitted under applicable rules; chapter 11 disclosure statement and confirmation hearings; chapter 7 trustee motions under Rule 2002 F.R. Bankr. P.; chapter 7 final accounting matters; pro se debtor reaffirmation hearings; applications for compensation and reimbursement of expenses filed under code § 330,331,503(b), and 506(b); and emergency matters which for cause stated require an expedited hearing.

1. MOVANT'S DUTIES.

Except as provided by subparagraph (d), the party initiating the contested matter ("the movant") shall file and serve upon all parties entitled by applicable law, rule, or order:

(a) the contested matter

(b) a copy of a proposed order, and

(c) a **NOTICE OF BAR DATE FOR OBJECTION TO ORDER**, on a court approved form, which, states that the proposed order may enter without further notice unless an objection is filed and served on the Movant by a specified Bar Date. The Bar Date will be no less than 10 days after the contested matter is served, unless a longer notice period is required by an applicable rule, e.g., Rule 2002 F.R. Bankr. P. In providing a Bar Date, the Movant shall determine that it is in accord with all applicable rules, e.g. Rule 2002 F.R. Bankr. P., and bankruptcy code sections, e.g. §362(e). The Movant shall file a certification of service on a court approved **NOTICE OF BAR DATE CERTIFICATION** with a service list attached thereto which states the name, address and relationship to the contested matter of all parties served.

(d) **REQUEST FOR HEARING.** In lieu of a **NOTICE OF BAR DATE FOR OBJECTION TO ORDER**, the Movant may file a **REQUEST FOR A HEARING**, on a court approved form, which will be scheduled in accordance with paragraph 4.

2. ORDER WITHOUT HEARING.

The proposed order may enter after a **REQUEST FOR ENTRY OF PROPOSED ORDER**, on a court approved form, is signed and filed by the Movant which states:

(a) that a copy of the contested matter, a copy of the proposed order, and a NOTICE OF BAR DATE FOR OBJECTION TO ORDER were served on the parties entitled to such notice;

(b) that the Bar Date was in accord with any order and all applicable code sections and rules; and

(c) that the Bar Date has passed without the filing of an objection.

A COPY OF THE FIRST PAGE OF THE CONTESTED MATTER AND A COPY OF THE PROPOSED ORDER SHALL BE ATTACHED TO THE REQUEST FOR ENTRY OF PROPOSED ORDER TO ASSIST THE CLERK'S OFFICE.

3. OBJECTION.

Any party who files and serves an objection and who requests an evidentiary hearing shall state in the lower left margin of the first page of the objection: EVIDENTIARY HEARING IS REQUESTED.

4. HEARINGS.

If a hearing is requested in accordance with paragraph 1(d) or if an objection is filed, the Movant shall file a REQUEST FOR HEARING on a court approved form which includes a designation of whether an evidentiary hearing is requested.

A. NON-EVIDENTIARY HEARINGS.

(a) Upon receipt of a non-evidentiary REQUEST FOR A HEARING, the clerk's office will send a **NOTICE OF HEARING DATE** to the Movant which provides a **DOCUMENT ID. NO.** and states the date and time when the contested matter is scheduled for a hearing (the "HEARING DATE"). The Movant shall thereupon **immediately** serve a copy of the NOTICE OF HEARING DATE on each party entitled to notice and shall certify such service on a court approved form of **HEARING DATE CERTIFICATION**.

(b) Matters that will take less than 5 minutes will be heard first.

(c) A request for a continuance on or before the HEARING DATE, agreed to by

the movant and all respondents, will be granted without a hearing, and the clerk's office will reassign the contested matter to the next available short calendar, unless another date is requested. The reassigned contested matter will be marked "final". If the contested matter is not ready on the rescheduled date, it will be denied without prejudice for failure to prosecute, unless otherwise ordered by the court.

B. EVIDENTIARY HEARINGS.

(a) Wednesday Trial List, Notice.

Unless a time limitation is prescribed by law, rule, or order of the court, the clerk's office will schedule an appropriate number of evidentiary contested matters for trial on a Wednesday's Trial list. The clerk's office shall send a notice of Hearing Date to the movant who shall immediately serve a copy thereof on all parties entitled to notice and certify such service on a court approved form of HEARING DATE CERTIFICATION.

(b) Continuances.

(1) A request for a continuance before the TRIAL DATE, agreed to by all the parties will be granted without a hearing and a FINAL TRIAL DATE will be scheduled on a subsequent Wednesday trial list no earlier than the time requested by the parties.

(2) A request for the continuance of a FINAL TRIAL DATE, may be granted only upon a showing of excusable neglect after notice and a hearing, provided however, that a continuance may be granted if there is no opportunity to file such a request before the FINAL TRIAL DATE for reasons beyond the control of the requesting party.

(c) Trial Confirmation.

The movant shall ascertain whether it is likely that the trial will proceed as scheduled and shall report that information to the judge's chambers the Friday before the HEARING DATE. This requirement is applicable to any continued HEARING DATE.

THE LISTING OF AN EVIDENTIARY CONTESTED MATTER ON A WEDNESDAY TRIAL LIST IS NOT AN ASSURANCE THAT IT WILL BE REACHED FOR TRIAL AS SCHEDULED. THE PARTIES ARE REQUIRED TO ATTEND THE CALENDAR CALL ON THE SCHEDULED TRIAL DATE AND ARE ENCOURAGED TO CHECK THE TRIAL LIST POSTED BY THE CLERK'S OFFICE AND COMMUNICATE WITH

EACH OTHER PRIOR TO THAT DATE, SO THAT THEY AND THEIR WITNESSES WILL NOT BE INCONVENIENCED BY ANY DELAY BEFORE THEIR MATTER IS REACHED FOR TRIAL.

5. MEMORANDA.

No memoranda shall be filed unless ordered by the court. Any memorandum that is ordered shall be no longer than ten pages (double spaced on 8 1/2" x 11" paper with 12pt. font) and shall be exchanged, filed, and a copy delivered to chambers no later than the date ordered by the court. A certification of service shall be filed with each memorandum.

6. DATES AND TIME COMPUTATION.

All dates and computations of any time period prescribed by this procedure shall be in accordance with Rule 9006 F.R. Bankr. P.

This short calendar procedure shall be effective for all contested matters within its scope that are filed on and after December 1, 1995.

Alan H.W. Shiff
Chief, U.S. Bankruptcy Judge

REF
4/8/98

**UNITED STATES BANKRUPTCY COURT
DISTRICT OF CONNECTICUT
BRIDGEPORT DIVISION**

In re:

Chapter:
Case No.:

Debtor(s)

**NOTICE OF BAR DATE FOR
OBJECTION TO ORDER**

The undersigned ("the Movant") has filed the following documents:

- (1) _____ (the "contested matter") and
(2) a proposed order;

a copy of each is attached to this Notice.

Please take notice

that unless you file an objection to the contested matter and send a copy to the undersigned Movant no later than _____, the proposed order may enter without a hearing or any further notice.

Your rights may be affected. You should read these papers carefully and discuss them with your attorney, if you have one in this bankruptcy case. (If you do not have an attorney, you may wish to consult one.)

Dated:

The Movant

Address of the Movant

**UNITED STATES BANKRUPTCY COURT
DISTRICT OF CONNECTICUT
BRIDGEPORT DIVISION**

In re:

Chapter:

Case No.:

Debtor(s)

NOTICE OF BAR DATE CERTIFICATION

The undersigned (the "Movant") hereby certifies that on the _____ day of _____, in accordance with Rules 7004, 7005, and 9014 F.R. Bankr. P., I have served the following upon all parties entitled to notice:

- (1) a copy of the contested matter,
- (2) a copy of the proposed order, and
- (3) a NOTICE OF BAR DATE FOR OBJECTION TO ORDER.

**STATE THE NAME, ADDRESS, AND RELATIONSHIP TO THE CONTESTED
MATTER OF ALL PARTIES SERVED**

Dated:

The Movant

**UNITED STATES BANKRUPTCY COURT
DISTRICT OF CONNECTICUT
BRIDGEPORT DIVISION**

In re:

Chapter:

Case No.:

Debtor(s)

REQUEST FOR A HEARING

The undersigned requests a hearing on

_____.

A copy of the first page of that contested matter is attached hereto.

An evidentiary hearing is requested - YES _____ NO _____.

Dated:

The Movant

**UNITED STATES BANKRUPTCY COURT
DISTRICT OF CONNECTICUT
BRIDGEPORT DIVISION**

In Re:

Chapter:

Case No.:

Debtor(s)

REQUEST FOR ENTRY OF PROPOSED ORDER

The undersigned (the “Movant”) states:

(a) that a copy of the contested matter, a copy of the proposed order, and a NOTICE OF BAR DATE FOR OBJECTION TO ORDER were served on all parties entitled to such notice;

(b) that the Bar Date stated in that notice was in accord with any order of this court and all applicable code sections and rules; and

(c) that the Bar Date has passed without the filing of an objection.

Accordingly, the undersigned requests the entry of the proposed order.

A COPY OF THE FIRST PAGE OF THE CONTESTED MATTER AND A COPY OF THE PROPOSED ORDER ARE ATTACHED HERETO TO ASSIST THE CLERK’S OFFICE.

Dated:

The Movant

**UNITED STATES BANKRUPTCY COURT
DISTRICT OF CONNECTICUT
BRIDGEPORT DIVISION**

In re:

Chapter:

Case No.:

DOCUMENT ID NO.:

Debtor(s)

HEARING DATE CERTIFICATION

The undersigned (the "Movant") hereby certifies that on the _____ day of _____,
in accordance with Rules 7004, 7005, and 9014 F.R. Bankr. P., I served the NOTICE OF
HEARING DATE upon the following parties, who constitute all parties entitled to notice:
(Supply additional pages if necessary)

**STATE THE NAME, ADDRESS, AND RELATIONSHIP TO THE CONTESTED
MATTER OF ALL PARTIES SERVED**

Dated:

The Movant